

MALBOROUGH VILLAGE HALL & PLAYING FIELDS ASSOCIATION

Minutes of the Management Committee Meeting Held at 7.30pm on Wednesday 10th January 2018 In the Annexe of Malborough Village Hall

Present:

Andy Morgan (AM), Gail Allen (GA), Duncan Pope (DP),
John Jevans (JJ), Val Jevans (VJ), Jill Clarke (JC)

John Yeoman represented Malborough Parish Council

Apologies: John Mahood (JM), Margaret Pearse (MP), Steve Dyos (SD), Jonathan Towne (JT)

The Minutes of the last Meeting. Jill Clarke had presented her apologies for not being able to attend the last meeting on 13th December but this was not reflected in the Minutes. The amended Minutes were approved by the Committee and signed by the Chairman.

Proposer : Val Jevans **Seconder:** Jill Clarke

Matters Arising from the Minutes:

Matters arising were dealt with by the various reports below with the exception of the Hall signage for the grounds.

Action: JT

Chairman's Report:

Annexe Lighting: No action yet taken

Action: AM

CCTV / Broadband: Needs to check if old BT line is still available. The CCTV system should be installed after the pantomime has finished.

Action: AM

A spare tea urn has been donated to the Hall and will prove to be useful at various Hall functions. Salcombe DIY will offer a deal for MVH purchases and it is possible to set up an account for this purpose.

Treasurer's Report:

Account balances: Treasurer's: £25,916.34 Reserve: £13,346.01 Wood: £3,671.76

There is also an account with N S & I.

The Treasurer presented the accounts for the month and year ended 31st December. Income for the month of December was £2,700.21 making a net profit of £1,245.51. There are a number of outstanding accounts which need to be chased for payment. NHS (Blood Donors) currently have £130 outstanding with another invoice also becoming payable for the booking on 10th Jan. The audit of the accounts ready for the AGM on the 14th February 2018 was discussed. GA to contact Nigel Martindale to see if he is available.

Action: GA

Secretary's Report:

Shower Room / Annexe Improvements. No progress on this as yet. Builders have not come back with prices.

Christmas Tree. This was taken down before Storm Eleanor hit. All the lighting strings have been removed. 2 strings were shredded and have been thrown away. The string of 600 lights which failed before Christmas has been repaired. JJ and VJ to see if lights are on sale in Plymouth. **Action: JJ/VJ**

MVH Licence. At a meeting in December with Kingsbridge Police and SHDC Licensing it was agreed that we should make amendments to the Premises Licence to reflect the way the use of the Hall is changing and in particular, the sale and supply of alcohol at weekends. GA and VJ to go through an

online form which is followed by a local approval process. A Temporary Event Notice has been taken out to cover the sale of alcohol by MAD on Saturday 20th January (Pantomine). **Action: GA / VJ**
Screen and Projector – Main Hall / Interactive Whiteboard - Annexe. A meeting has been arranged with South Devon Audio Visual on January 17th to discuss possibilities for these items and also an interactive whiteboard in the Annexe. Nick Tee has agreed to be present. The U3a would like to book Main Hall for their monthly meetings but need a screen in place. Nick Tee has mentioned that summer daytime meetings using a screen may have an issue with the Hall not being totally dark and has suggested a good solution would be to have blackout curtains to pull over the upper blinds. GA will investigate options for both the upper blinds and lower curtains.

Fire Exit Doors – Annexe. Following problems with the fire doors in the Annexe over the Christmas period, Tony Lyle offered to investigate. He effected a temporary repair and then subsequently fitted new openers. This will ensure that the Annexe and Hall remain secure.

Hall Brochure. A new brochure for the Hall was distributed to the committee members present for their input and comment.

Online Calendar. A free upgrade to a newer version (2) of the online calendar is to be investigated. Support for the old (version 1) will not be readily accessible after May 2018. **Action: GA / VJ**

Secretary's Position. This to be advertised in the Messenger and Malborough in Touch. **Action: GA**

Sports: (JJ)

Tennis Subscription reminders to go out in February – also advertise facility in Malborough in Touch and The Messenger. **Action: JJ**

The Parish Council have advised that there may be funding available for the resurfacing / relining of the tennis courts but that this may not come on stream for a year or so.

KM rates to be increased by 3%. JJ to discuss with contacts at KM. DP to review the field expenses / income. **Action: JJ**

No increase for Salcombe Town FC as rates were agreed in September 2017.

No diary dates for KM are showing in online calendar. **Action: JJ**

Booking Officer: (VJ)

Invoices for children's parties are now being sent out in advance following several incidences of non-payment including one from August – Zoe Brown – who has been chased with no response.

Jenny – Yoga – has now booked new classes on a Friday morning for the older age group.

An enquiry has been received for Pole Dancing Classes (an exercise class). Kingsbridge Physio group also looking for another venue and may consider Malborough.

Car Park / Extension Update

The Planning Officer from SHDC has made a visit to site and had a meeting with Kathy Harrod to review the 3 objections to the plans made in December. There is only one further objection received by SHDC – Brian Taylor - which is listed as an objection dated 3rd January 2018 on the SHDC website.

Funding has been applied for by the Parish Council to cover the cost of the car park project including tarmac the bottom end of the new slip road and planting shrubs / trees etc around the new car park. The spoil created by the work will be used to make a grass mound around the boundary (rather than use fencing) and also improve the bank beside the tennis courts to make it easier to maintain. Additional spoil will also be used to increase the height of the bund around the recycle bins. Should the funding bid be successful then it is anticipated that the work could commence in March and take 3 – 4 weeks with further time for the grass seeding to establish. The whole area will be surrounded by Heras fencing for Health and Safety purposes for the time the work is in progress.

AGM – 14th Feb.: Despite the date for the AGM being Valentine’s Day, it was decided that there would be no change to this. All members present confirmed that they would be happy to remain on the committee although GA to step down as Secretary but willing to remain on committee. Date to be advertised in The Messenger and The Gazette. **Action: GA**

Other Business

- John Yeoman notified the meeting that the defibrillator is on its way. This is to be located in the Hall entrance porch and would require a power source.
- Freezer. MAD have requested that we have a freezer installed. JC suggests that this could be in the Annexe kitchen following a re-configuration of cupboards but this needs a careful look at. To cope with the ice creams for the forthcoming Pantomime, a freezer has been borrowed from Ann Kendall to put into the Annexe hallway and this will help in the assessment of capacity required. MAD and KATS have both offered to contribute to the cost of a new freezer item.

The meeting closed at 20.55 hrs . The next meeting will be the AGM on Wednesday 14th February 2018 at 7.30pm in the Annexe followed by a meeting of the newly appointed committee.